FACULTY OF HUMANITIES AND SOCIAL SCIENCES

SCHOOL OF HISTORY, PHILOSOPHY, POLITICAL SCIENCE AND INTERNATIONAL RELATIONS

HISTORY PROGRAMME
HIST 489 Research Project
30 POINTS

TRIMESTER 1 and 2 2015

Important dates

Trimester dates: 2 March to 15 November 2015
Teaching dates: 2 March to 16 October 2015
Easter/Mid-trimester break: 3–19 April 2015
Mid-year break: 2–12 July 2015
Mid-trimester break 2/3: 24 August to 6 September 2015
Last assessment item due: Friday 9 October 2015

Withdrawal dates: Refer to www.victoria.ac.nz/students/study/withdrawals-refunds. If you cannot complete an assignment or sit a test or examination, refer to www.victoria.ac.nz/students/study/exams/aegrotats.

Class times and locations

Seminar: Friday 2.10 – 4.00 pm (unless otherwise specified)
Venue: Old Kirk 406 (Wood Seminar Room)
No meetings will be held during non-teaching periods
Workshops: Workshops begin in Week 1 on Friday 6 March 2015

Names and contact details

Dr Alexander Maxwell   OK 422   04 463 6753   alexander.maxwell@vuw.ac.nz
Dr Arini Loader   OK 420   04 463 5564   arini.loader@vuw.ac.nz
Office Hours   tba

Communication of additional information

This course does NOT use Blackboard. The instructor will communicate with students via email about announcements, upcoming seminar topics, etc.

Prescription

HIST 489 is a compulsory research essay undertaken in the completion of a BA(Hons) degree. The topic is devised principally by the student under the guidance of a History programme staff member.

Course content

Important dates

2 March	HIST 489 research project proposal due to the History Office (OK 405) by 5pm and by email to the honours coordinators. Please use the already-circulated cover sheet for email and hard copy submissions. A full style guide to the HIST 489 research project will be distributed at the first workshop on 6 March.
6 March	Students receive feedback on proposals and are officially designated a supervisor at the first workshop.
29 May	HIST 489 research project progress report due to the Honours coordinators and to your supervisor.
24-25 July	HIST 489 seminar presentations (timetable announced closer to the time).
7 September	HIST 489 research project draft due by 5pm (to supervisor; email and hard copy).
9 October	HIST 489 research project final due by 5pm (submit two hard copies to the History office and an e-copy to the Honours coordinators).

Course learning objectives (CLOs)

Students who pass this course will be able to:

1. undertake a self-directed piece of research of 10,000 words and, ideally, to the standard of a quality, peer-reviewed article;
2. base their research on a wide reading of primary and/or secondary sources;
3. develop a solid and historically informed topic based on their research and advance a historically defensible argument about that research as it relates to existing historiography.

Teaching format

HIST 489 is a compulsory research project undertaken in consultation with a History programme staff member. HIST 489 will have regular support workshops for students in trimester 1. The workshops are not compulsory, but attendance is expected. You should engage with other HIST 489 students about the research experience, organisation, and the process of writing the thesis. You are also expected to complete non-assessed in-class tasks as set by the coordinators. These workshops are run by the honours coordinators.

Schedule of workshops & due dates

2 Mar	**Proposal due.**
6 Mar	Introduction to the honours year with Arini and Alexander. Students receive approval for their research topics.
13 Mar	NZ Archives Tour (meet at the Entrance foyer) with Arini. Bring a photo ID, try to leave bags at home. Post-outing social event: Backbencher Pub.
20 Mar	Workshop: "Advanced Referencing" with Alexander.
27 Mar	Library Tour with Arini.
3 April is Good Friday, and then there's the mid-trimester break	
24 Apr	Workshop: "Writing strategies for longer academic essays" with Alexander.
1 May	Workshop: "Paragraph Structure for Experts" with Arini.
8 May	Workshop: "Punchy Academic Prose: Nouns" with Alexander.
15 May	Workshop: "Google Treasure Hunt" with Arini.
22 May	Workshop: "Illustrations, Figures, and Maps" with Alexander.
29 May	Marae visit with Arini. **Progress report due.**
5 Jun	Workshop: "Academic Presentations" with Alexander.
24-25 Jul	**Honours student conference: seminar presentations.**
7 Sep	**Research project draft due.**
9 Oct	**Research project final due.**

Mandatory course requirements

In addition to achieving an overall pass mark of 50%, students must:
- submit the written work specified for this course, on or by the specified dates (subject to such provisions as are stated for late submission of work. Specifically, students must:
  - submit a progress report;
  - present a 20-minute paper at the HIST 489 seminar;
  - submit the 489 research project.

Workload

In accordance with the University Guidelines, this course has been constructed on the assumption that students will devote a total of 300 hours to HIST 489. Over the 24 teaching weeks of the academic year, that is an average of 12.5 hours per week.

Milestones

		Due date
1	Research project proposal	Monday 2 March
2	Progress report	Friday 29 May
3	Research project draft	Monday 7 September

Assessment

		%	CLO(s)	Due date
4	Research project (10,000 words)	100%	1,2,3	Friday 9 October

HIST 489 research projects should be around 10,000 words, approximately 40 pages of double-spaced typing, excluding footnotes and bibliography. The essays are mostly based upon primary source material, as opposed to the secondary material used in most undergraduate essays. Some HIST 489 essays, though, may be advanced historiographical essays.

Marking criteria

The criteria for assessing a HIST 489 essay currently include:

1. the ability to develop and sustain an original piece of research over two trimesters;
2. the ability to conduct a literature search and demonstrate an understanding of relevant secondary works, including books, articles, internet sources, etc;
3. the ability to formulate and address an historical question, to identify and interpret sufficient relevant evidence, and to generate clear conclusions that stress the importance of research findings and/or arguments;
4. the capacity to place any primary sources in an historiographical context;
5. the ability to present the results of historical research project in clear prose, and;
6. the ability to apply the conventions of historical scholarship accurately and consistently. Specifically, students must properly use quotations, citations, data, figures or images, and construct a bibliography.

Please note that there is no mathematical correlation between your final grade and the above criteria. Your HIST 489 essay will be assessed as a coherent whole, not by assigning specific marks to these criteria. Rather than a restatement of the secondary material, or a narrative, or a mere 'reporting' of archival material, the essay should have a developed argument which takes account of previous work in the area.

Submission and return of work

All written work must be submitted in hard copy to the History Programme office. **Two** copies of the final essay are required.

Please remember to keep a secure copy of all your assignments (whether in electronic or hard copy, or both).

Return of marked course work

The honours coordinator will advise students in late October or early November when they can collect their research projects.

Extensions and penalties

Extensions

Extensions may only be granted in exceptional circumstances, but **all extensions require the student to provide documentation**. If you begin to struggle, or have an illness or event that impacts on your work, please see your supervisor or one of the Honours coordinators as soon as possible.

Other important information

The information above is specific to this course. There is other important information that students must familiarise themselves with, including:

- Academic Integrity and Plagiarism: www.victoria.ac.nz/students/study/exams/integrity-plagiarism
- Aegrotats: www.victoria.ac.nz/students/study/exams/aegrotats
- Academic Progress: www.victoria.ac.nz/students/study/progress/academic-progess (including restrictions and non-engagement)
- Dates and deadlines: www.victoria.ac.nz/students/study/dates
- FHSS Student and Academic Services Office: www.victoria.ac.nz/fhss/student-admin
- Grades: www.victoria.ac.nz/students/study/progress/grades
- Resolving academic issues: www.victoria.ac.nz/about/governance/dvc-academic/publications
- Special passes: www.victoria.ac.nz/about/governance/dvc-academic/publications
- Statutes and policies including the Student Conduct Statute: www.victoria.ac.nz/about/governance/strategy
- Student support: www.victoria.ac.nz/students/support
- Students with disabilities: www.victoria.ac.nz/st_services/disability
- Student Charter: www.victoria.ac.nz/learning-teaching/learning-partnerships/student-charter
- Student Contract: www.victoria.ac.nz/study/apply-enrol/terms-conditions/student-contract
- Subject Librarians: http://library.victoria.ac.nz/library-v2/find-your-subject-librarian
- Turnitin: www.cad.vuw.ac.nz/wiki/index.php/Turnitin
- University structure: www.victoria.ac.nz/about/governance/structure
- Victoria graduate profile: www.victoria.ac.nz/learning-teaching/learning-partnerships/graduate-profile
- VUWSA: www.vuwsa.org.nz